From: AFSC-OFC-RM

Sent: Tuesday, October 05, 2004 9:46 AM To: DL_AFSC/JMC-HQPERS-RI

Subject: DL_AFSC/JMC-HQPERS-RI
Subject: AFSC/JMC Organizational Charts

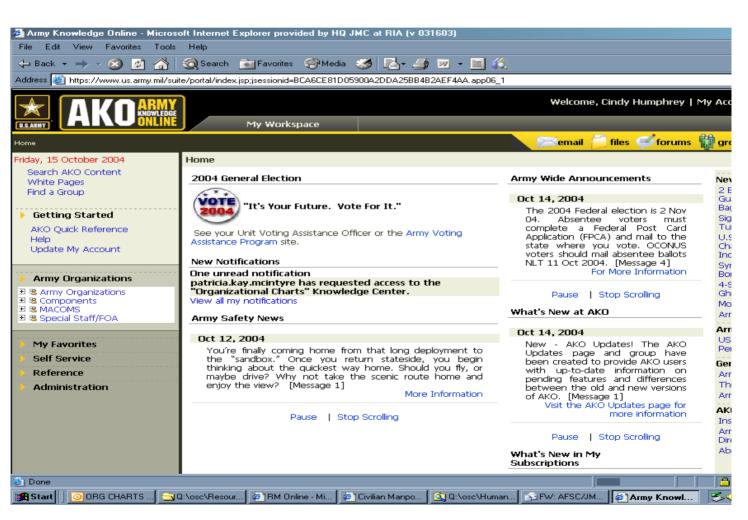
To all AFSC/JMC employees:

Reference AFSC-OFC-RM electronic memo, subject: Organizational Charts, 13 Sep 04 and AFSC-OFC-RM electronic memo, subject: AFSC/JMC Organizational Charts, 21 Sep 04.

Technical problems on the Army Knowledge Online (AKO) website are resolved and the AFSC/JMC organizational charts are now accessible. They may be viewed at https://www.us.army.mil.

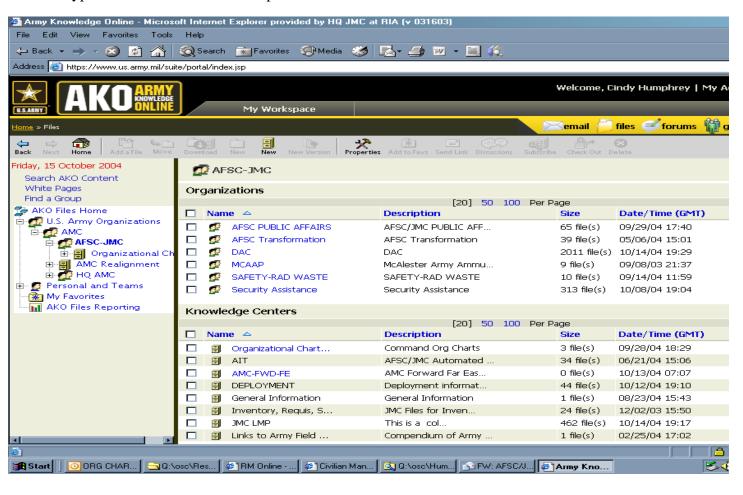
Below is an image of what the screen will look like once logged into AKO.

To access the charts, click on the 'files' tab located on the gold bar (upper right).



Next, under 'AKO Files Home' (left portion of the screen) select U.S. Army Organizations, AMC, and then AFSC/JMC. The organizational charts are located in the Knowledge Center (listed alphabetically) in the lower portion of the screen. First time users must request a subscription to view this site by checking the box to the left of the org chart link. Once clicked, Subscribe will light up in the gray toolbar - click on this and an e-mail will be sent requesting access. Your request will be automatically approved. The "My Status" column on the

right hand side should then say "subscribed" and appear in green font. Then select the **"organizational charts"** hyperlink and the files should open in PowerPoint.



This is an extremely large chart. If you would like to print the charts, do not use the printer icon. Instead, go to FILE, PRINT, PROPERTIES. Check to see if legal paper is selected, as well as landscape layout. You will need both the get the chart on one page. Also, before printing, select the box "scale to fit page" (slightly above and to the left of the OK button). If you do not select this box, the file will not print correctly.

If you have questions or problems, don't hesitate to call me.

cindy

Cindy Humphrey

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